DOCUMENT RESUME

ED 082 495 EM 011 465

| | |
|---|---|
| TITLE | Instructional Materials in the Classroom; A Basic Reference Shelf. |
| INSTITUTION | Stanford Univ., Calif. ERIC Clearinghouse on Educational Media and Technology. |
| SPONS AGENCY | National Inst. of Education (DHEW), Washington, D.C. |
| PUB DATE | Sep 73 |
| CONTRACT | OEC-1-7-070-873-4581 |
| NOTE | 19p. |
| AVAILABLE FROM | Box E, School of Education, Stanford University, Stanford, California 94305 ($2.00) |
| EDRS PRICE | MF-$0.65 HC-$3.29 |
| DESCRIPTORS | *Annotated Bibliographies; Catalogs; Directories; *Educational Technology; Indexes (Locaters); *Instructional Media; Resource Guides; *Teacher Education; Textbooks |

ABSTRACT

In an attempt to pull together a basic reference shelf on the use of instructional materials in the classroom, this bibliography contains 69 selected ERIC abstracts of the most relevant and up-to-date indexes, resource guides, directories, "how-to's", and state-of-the-art reviews dealing with the use of audiovisual materials in education. Selected so as to be particularly useful for education courses on instructional media and for teachers either in the classroom or in training, the abstracts are divided into sections according to publication type: indexes, directories and resource guides, catalogs, "how-to's" and textbooks, and state-of-the-art. Information provided with each abstract includes author, title, pages, availability, and price. (Author/SH)

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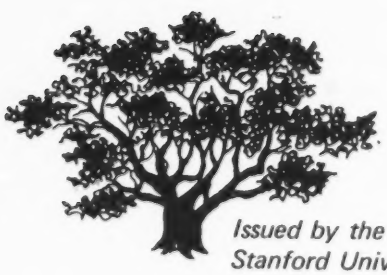
**An ERIC Paper**

ED 084495

# INSTRUCTIONAL MATERIALS IN THE CLASSROOM

## A BASIC REFERENCE SHELF

**September 1973**



*Issued by the ERIC Clearinghouse on Media and Technology*
*Stanford University, Stanford, California 94305*

ED 078747

# INSTRUCTIONAL MATERIALS IN THE CLASSROOM

## A BASIC REFERENCE SHELF

**September 1973**

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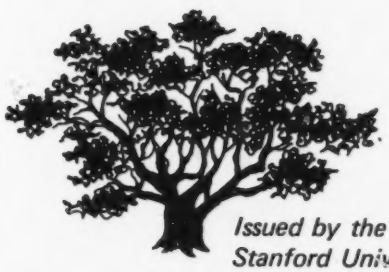

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## INTRODUCTION

This bibliography is an attempt to pull together a basic reference shelf for the teacher and teacher educator on the use of instructional materials in the classroom. Included are 69 abstracts of the most relevant and up-to-date indexes, resource guides, directories, "how-to's" and state of the art publications dealing with the use of audiovisual materials in education.

The selections were made after an extensive search of the ERIC (Educational Resources Information Center) files. Documents were chosen so as to be particularly useful for education courses on instructional media, as well as for teachers in the classroom. This paper also should be of value to inservice training supervisors and teachers-in-training.

The bibliography is divided into four sections: 1. Indexes, Directories and Resource Guides, 2. Catalogs, 3. "How-to's" and Textbooks, and 4. State of the Art.

The scope of the paper has been limited to exclude computer-assisted-instruction. Although such subjects as programed instruction and simulation/gaming were included in the search, many of the abstracted documents turned out to deal with film, video, and other formats usually associated with "audiovisual."

This bibliography was prepared by the ERIC at Stanford staff in support of a future Clearinghouse publication which evaluates guides to non-print media. The upcoming extensive paper sets criteria for judging indexes, and is geared to help educators decide which, if any, they should purchase.

## ORDERING INFORMATION

In the few cases where documents are available from ERIC, note the listed price, and enclose a check for that amount to ERIC Document Reproduction Service, P.O. Drawer O, Bethesda, Maryland 20014. Always order by ED number. Individual Clearinghouses cannot fill these requests.

Because of the nature of many of the publications listed here, they are not available through the ERIC system. However, complete ordering information has been provided in all cases when supplied by the publisher.

## INDEXES/DIRECTORIES/RESOURCE GUIDES

**Audio-Visual Resource Guide. 9th Edition.**

Nick Abrams, editor, 1972, 477 pages. Available from Friendship Press, P.O. Box 37844, Cincinnati, Ohio 45237 for $8.50 plus 50c postage.

The National Council of Churches has assembled this extensive audiovisual guide for the benefit of schools, churches and community organizations. The guide is categorized into 14 distinct conceptual areas ranging from "God and the Church" to science, the arts, race relations, and national/international critical issues. Though assembled under the direction of a religious organization, the guide is secular in application. The guide covers a variety of media resources ranging from 16mm film and filmstrips to tape recordings and records. Each resource item is evaluated by a short paragraph and rated for acceptability by a group of educators. Brief technical and rental information is provided for each item. A chapter is devoted to selected feature-length films.

**Audiovisual Market Place 1972-1973. A Multimedia Guide.**

1972, 293 pages. Available from R. R. Bowker Co., P.O. Box 1385, Ann Arbor, Michigan 48106 for $18.50.

The audiovisual (AV) field has been expanding rapidly, although in the last year or so there is evidence of a healthy slowing down in growth. This fourth edition of the guide to the AV industry represents an attempt to keep abreast of the information and to provide a single publication listing the many types of AV organizations and products which are relevant to education. Listed by section are producers and distributors of AV material; the manufacturers of equipment; associations; educational radio and television stations; reference works, serial and review publications; and a 1972-73 calendar of AV exhibits and conferences. In addition, classified indexes are provided to help the user locate firms producing specific media or manufacturing particular equipment. Entries under producers or manufacturers are alphabetically arranged by company name, and information includes key personnel, addresses, phone numbers, grade level and subject areas of materials offered, trade and professional affiliations, and the availability of catalogs and brochures. Two additional indexes are offered: an alphabetical listing of all entries with page references, and a subject index indicating firms producing AV materials in 19 subject areas.

**Contemporary Games. A Directory Covering Games and Play Situations or Simulations Used for Instruction and Training by Schools, Colleges and Universities, Government, Business and Management. Volume I, Directory.**

Jean Belch, compiler, 1973, 560 pages. Available from Gale Research Company, Book Tower, Detroit, Michigan 48226 for $35.

This reference work lists approximately 900 games, covering almost all subject matter fields, which have sufficient intellectual content to be used for educational purposes by students ranging from the elementary grades to the university, government or business level. Arranged alphabetically by the name of the game, each entry provides information about: subject, the age or grade level for which it is appropriate, number of players, playing time, materials, designer, producer, distributor, and price, plus citations of sources which describe or evaluate the game. Also included are an index of designers and producers, a guide to subject areas, and a school and age level breakdown. Excluded are universal classic games such as chess and checkers, 52-card games, games that are purely matters of chance or which depend primarily upon physical skill, and—with a few special exceptions—war games.

**Guide to Educational Technology: Early Childhood Education.**

Joseph G. Bielawski, 1973, 135 pages. Available from Technomic Publishing Company, Inc., 265 West State Street, Westport, Connecticut 06880 for $25.

This reference book for educators, administrators, parent groups, and creators and producers of teaching materials provides up-to-date information on the available programs and teaching materials of early childhood educational technology. Surveying trends in preschool educational technology, it examines administration, funding, expenditures, teaching approaches, enrollment, teaching materials, and parental influences. Three directory sections provide information on companies and products in the field, giving their addresses and types of materials offered. Films, film loops, filmstrips, multi-media kits, transparencies, records, phonodiscs, slides, study prints, programs for teaching machines, pre-recorded tapes and videotapes, toys, and special purpose materials are all included within the scope of the work. Information on professional associations and periodicals in the field is also provided, along with a compilation of other pertinent data such as the results of surveys on attitudes toward educational innovation.

**Educational Media Yearbook 1973.**

James W. Brown, editor, 1973, 456 pages. Available from R. R. Bowker Company, P.O. Box 1807, Ann Arbor, Michigan 48106 for $19.50.

This annual yearbook is advertised as providing encyclopedic coverage of all the developments—technical, legislative, professional, financial—relating to the use, misuse,

nonuse of educational media. It includes fifteen articles dealing with educational media developments, six overviews dealing with research and development activities, twelve studies on manpower and the media professionals, four surveys on the sales and business outlook, two current reports on international educational media developments, and three directories: one on educational media-related organizations, one on foundations and federal agencies, and one on multimedia resources.

**Educator's Purchasing Guide. Fifth Edition.**

E. R. Cattaneo, editor, 1973, 900 pages. Available from North American Publishing Company, 134 North 13th Street, Philadelphia, Pennsylvania 19107 for $29.50.

This guide contains lists of publishers of various kinds of instructional materials: textbooks and printed materials; audiovisual instructional materials; atlases, globes, maps, and accessories; tests, testing aids and services; and educational equipment and supplies. Each of these types is listed in a separate section, and each section is organized slightly differently. In general the user first determines what type of material he wants to use (e.g., map, audiovisual aid), then looks up his specific subject (e.g., John C. Calhoun, respiration), and is referred to companies which produce materials on that subject. A section at the end of the book groups together descriptions of commercial materials on the same subject to allow users to compare similar products. Complete instructions for using the guide are included.

**International Index to Multi-Media Information.**

Wesley A. Doak, editor, 1973, approx. 150 pages each issue. Available from Audio-Visual Associates, 180 E. California Blvd., Pasadena, California 91105 for $36 annually.

This is a quarterly publication which indexes approximately 100 publications that review all formats of multimedia materials. This includes games, realia, maps, globes, loops, cartridges, films, and a selected amount of theatrical or feature film information. Each issue includes a publications directory, a title section, a subject guide, and the distributor and producer directory. This index was formerly known as *Film Review Index.*

## EDUCATORS PROGRESS SERVICE

**Educators Guide to Free Films. Thirty-Third Edition.**

Mary Foley Horkheimer and John C. Diffor, editors and compilers, 1973, 817 pages. Available from Educators Progress Service, Inc., Randolph, Wisconsin 53956 for $11.75.

The thirty-third annual guide references 4,919 free films for educators, including 1,118 new titles. Information about the guide and sources of films is presented first, and the table of contents provides a curricular classification of the materials listed: safety, aerospace education, agriculture, arts and crafts, business education, clubs and scouting, communications and transportation, consumer education, driver education, entertainment, environmental education, geography, guidance, health and physical education, history, industrial education, music, religion, schools and educational opportunities, science, social problems, sports and recreation, and women's interests (home, community). The body of the guide gives full information about each film including date, title, source, length, availability, clearances, and content. Included are title index, subject index, source and availability index, Australian availability index, and Canadian availability index.

**Educators Guide to Free Filmstrips. Twenty-Fourth Edition.**

Mary Foley Horkheimer and John C. Diffor, editors and compilers, 1972, 162 pages. Available from Educators Progress Service, Inc., Randolph, Wisconsin 53936 for $8.50.

More than 450 filmstrips for teaching a wide range of educational topics which are available to schools in the U.S. without charge are listed in this catalog. The filmstrips are classified into 17 topics, including agriculture, arts and crafts, business education, driver education, environmental education, geography, history, home economics, science and social problems. Each catalog entry describes the filmstrip and accompanying material, and shows the running time, whether color or black-and-white, and the conditions of availability. Many of the filmstrips are available in Canada.

**Educators Guide to Free Tapes, Scripts, and Transcriptions.**

Walter A. Wittich, editor and compiler, 1973, 297 pages. Available from Educators Progress Service, Inc., Randolph, Wisconsin 53956 for $9.50.

The free audiotapes, scripts, and transcriptions referenced in this twentieth edition of the guide were assembled to help teachers and librarians select materials which encourage students to inquire, discover, and develop the ideas which will enable them to contribute to society. Entries are listed under curricular areas: accident prevention and safety, aerospace education, business education, clubs, communications and transportation, environmental education, fine arts, guidance, health education, home economics, industrial education, language arts, religion, science, social problems, social studies, and teacher reference and professional growth materials. Information about each entry provided in the body of the guide includes type of medium, specifications, length, a content description, and the source. Also included are a title index, subject index, source and availability index, and a Canadian availability index.

**Guide to Educational Technology.**

Charles Frankle and Edna Frankle, 1971, 110 pages. Available from Technomic Publishing Company, Inc., 265 West State Street, Westport, Connecticut 06880 for $25.

"Educational technology is a means for organizing a systematic process for designing, operating, evaluating, and up-

grading the learning experiences of individuals in terms of specific objectives, based on research in human learning, so as to increase the effectiveness of education." This reference book provides information on educational technology, first presenting a classification scheme which organizes and displays the interrelationships between media and equipment. The next section alphabetically lists 282 companies in the educational technology field with complete addresses, telephone numbers, and product lines. Following the company listings, a section lists manufacturers and service organizations by 28 materials categories, including films, filmstrips, transparencies, audio and video tapes, and various kinds of equipment. A special chart is also provided that shows materials produced by each company. A statistical section presents a collection of data on educational technology, including present and projected expenditures on audiovisual materials, educational inventories, and government funding information. As further sources of information, associations and periodicals related to educational technology are listed.

**Guidebook to Film; An Eleven in One Reference.**

Ronald Gottesman and Harry M. Geduld, 1972, 230 pages. Available from Holt, Rinehart and Winston, Inc., Publishers, 383 Madison Avenue, New York, New York 10017 for $6.95.

This reference book lists sources useful in film study and production. It begins with a lengthy list of books and periodicals, briefly annotated, on film. These include reference works, histories, theory, criticism, and reviews, genre studies, studies on adaptation, works discussing the relation of film to society, books on film techniques, screenplays, books on screen personalities, Hollywood novels, film magazines, special series dealing with film, and a list of teaching materials. Theses and dissertations about films are listed. Directories of museums, archives, and film schools in the United States and abroad are included. Also listed are film distributors, sources of equipment and supplies for film production, bookstores, publishers, and sources for stills, film organizations and services, and festivals and contests in the United States and abroad. Winners of major awards are listed.

**Programmed Learning and Individually Paced Instruction—Bibliography, Fifth Edition, 1973-1975.**

Carl H. Hendershot, 1973, 375 pages. Available from Dr. Carl Hendershot, Hendershot Programmed Learning, 4114 Ridgewood Drive, Bay City, Michigan 48706 for $30 plus $1.65 postage.

Over 3500 learner paced texts and other instructional units in programmed and other formats are described by subject and publisher. Provided for each title or series are the approximate study time, length in pages or frames, appropriate level for use, list price, prerequisites and other facts regarding the contents and possible uses. The 167 subject areas include the liberal arts, technical, trades, vocational, medical, health, various professions, adult basic education, remedial skill development, and interest areas like bridge, boating, and art. The more complex educational systems and audio-visual based self paced instruction are described in separately indexed sections. Picture illustrated descriptions of devices assisting individualized instruction, listed by manufacturer, include prices and instruction for use therein. The Resources Section describes publications dealing with individualized instruction.

**The Audio-Visual Equipment Directory. 1973-74, Nineteenth Edition.**

Sally Herricks, editor, National Audio-Visual Association, Fairfax, Virginia, 1973, 512 pages. Available from National Audio-Visual Association, Inc., 3150 Spring Street, Fairfax, Virginia 22030 for $10.

The directory lists 1,715 products of both members and non-members of the National Audio-Visual Association alphabetically by company name under product type. Each description shows a picture of the product and provides specifications, other models, and a price. Appended are an audience capacity chart, an index of 16 projector models, a list of members of the National Audio-Visual Association, playing time for various tape speeds and reel sizes, screen size charts, names, and typical running times of films.

**Feature Films on 8mm and 16mm. Third Edition.**

James L. Limbacher, editor and compiler, 1971, 269 pages. Available from R. R. Bowker Company, P.O. Box 1385, Ann Arbor, Michigan 48106 for $14.50.

Compiled from distributors' catalogs and supplementary lists, this third edition of the directory lists more than 10,000 feature films on 8mm and 16mm which are available for rental, sale, or lease. For this directory, a feature film is defined as one which runs more than 45 minutes or is longer than one reel. The films are listed in alphabetical order by title, and each entry contains the releasing company (or country of origin), year of original release, running time in minutes, special information such as color or black-and-white, and the code abbreviation of the distributor who has the film for rental, sale, or lease. The code abbreviations are listed alphabetically in a section along with the addresses of film companies and distributors and their phone numbers. Also included are an index of film companies and distributors by area, a bibliography of film reference works which were consulted in compiling the directory, and an index of directors and their films.

**A Reference Guide to Audiovisual Information.**

James L. Limbacher, 1972, 197 pages. Available from R. R. Bowker Company, P.O. Box 1385, Ann Arbor, Michigan 48106 for $14.95.

A one-volume source of information on feature films, filmstrips, theater, radio, television, and recordings lists some 400 reference books, including filmographies, encyclopedias, biographies, and catalogs. Entries are arranged alphabetically by title and provide the following data: full title, author, editor, publisher, date of publication, price, and a brief annotation. Similarly, 110 periodicals are listed and described. These, along with the reference books, are then indexed under 155 subject headings. A discussion of build-

ing a ready-reference file on audiovisual topics includes sample forms, suggestions for subject headings, and tips on the kinds of information to include. Other features of the guide are a glossary of over 300 audiovisual terms, a directory of all publishers represented, a selected bibliography of supplementary reading in specialized areas within the radio, television, film, and recording industry.

## NICEM

**Index to 35mm Educational Filmstrips. Fourth Edition. Volume I. Alphabetical Guide.**

1973, 958 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $58.50 with Volume II (see next entry).

Retrieved from the computerized data base at the National Information Center for Educational Media (NICEM), this index to 35mm educational filmstrips is intended to provide a bibliographical guide to commercially available educational filmstrips. In this first volume of the index, filmstrips are listed in alphabetical order by title as it appears on the filmstrip. For each entry, information is included about its size and physical description, a brief content description, series title reference when applicable, audience level, producer and distributor, year of release, and Library of Congress catalog card number.

**Index to 35mm Educational Filmstrips. Fourth Edition. Volume II.**

1973, 286 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $58.50 with Volume I.

Comprising the second volume of the index to 35mm educational filmstrips, this subject guide and directory of producers-distributors lists filmstrips appearing in the alphabetical index (Volume I). The subject guide lists filmstrips by categories and subcategories, and a subject headings outline and index to subject headings make the categories more accessible. The names of producers and distributors referenced in the subject guide and alphabetical listing are expanded in two sections: one listing them by code and the other by name.

**Index to 16mm Educational Films. Fourth Edition. Volumes I, II, and III.**

1973, 1727 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $79.50.

Containing over 70,000 entries, this index to 16mm educational films was compiled at the National Information Center for Educational Media from a computerized data base. Information about each entry, alphabetically listed by title, includes size and physical description, length, series title reference when applicable, description of the contents, audience level, producer and distributor code, year of release, and Library of Congress catalog card number. The first two volumes list titles alphabetically, and the third volume lists subject headings.

**Index to Producers and Distributors (Non-Book Media). Second Edition.**

1973, 134 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $18.50.

Intended to provide the user with alphabetical access to over 9,000 non-book educational media producer-distributor names and addresses, this volume was compiled from the computerized data base of the National Information Center for Educational Media. First, an alphabetical guide to producers and distributors by name is presented containing the complete name, codes indicating whether they are producer or distributor, codes for media produced or distributed, and address. A second section contains complete listings of codes followed by the name of the company or institution.

**Index to 8mm Motion Cartridges. Third Edition.**

1973, 689 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $34.50.

Research at the National Information Center for Educational Media has shown that the 8mm motion cartridge with optical and magnetic sound seems to meet the basic tenets of a prime educational criterion for any educational medium—that it be available to the learner at his convenience. This is a bibliographical source for 8mm motion cartridges, and the curriculum coverage in this index ranges from the vocational to the natural and physical sciences. Information about each of the over 18,000 entries includes title, size and physical description, length, description of the contents, series title reference when applicable, audience level, producer and distributor code, year of release, and Library of Congress catalog card number. Entries are organized into a subject guide and an alphabetical guide by title, and a directory of producers and distributors is also included.

**Index to Educational Videotapes. Second Edition.**

1973, 259 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $16.50.

Compiled from a computerized data base of over 9,000 entries at the National Information Center for Educational Media (NICEM), this index is a bibliographical guide to commercially produced educational videotapes. A first section, a subject guide to videotapes, presents entries by subject categories used in media producers' and educational institutions' catalogs. The alphabetical guide to videotapes contains the individual and series titles and includes data on size and physical description, description of the contents, series title when applicable, audience

level, producer and distributor code, year of release, Library of Congress catalog card number, and broadcast quality. The directory of producers and distributors interprets the code.

**Index to Educational Records. Second Edition.**

1973, 536 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $34.50.

An index provides media staff, library personnel, and educators with a bibliographic guide to commercially produced educational records. This computerized data base cites over 16,000 record titles each with a descriptive statement, filed under a curriculum oriented subject heading. The index is divided into three principal sections: 1) subject guide, 2) alphabetical guide, and 3) directory of producers and distributors.

**Index to Educational Overhead Transparencies. Third Edition.**

1973, 757 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $49.50.

Numerous studies indicate that the overhead transparency is an effective means of communicating in the instructional process and is favored by both the instructor and the student because of its flexibility and interest value. This index to overhead transparencies lists over 35,000 main titles and provides information on each about its size and physical description, contents, series title when applicable, audience level, producer and distributor code, and year of release. A first section lists titles by subject, the second alphabetically, and a third section expands the producers and distributors codes provided in the information about each entry.

**Index to Educational Audio Tapes. Second Edition.**

1972, 566 pages. Available from University of Southern California, National Information Center for Educational Media, University Park, Los Angeles, California 90007 for $36.50.

An index provides media staff, library personnel, and educators with a bibliographic guide to commercially produced educational audio tapes. This annotated computerized data base cites over 18,000 titles, filed under approximately 200 curriculum oriented subject and category headings. The index is divided into three principal sections: 1) subject guide, 2) alphabetical guide, and 3) directory of producers and distributors.

**Resources for Learning: A Core Media Collection for Elementary Schools.**

1971, 365 pages. Available from R. R. Bowker, P.O. Box 1807, Ann Arbor, Michigan 48106 for $16.50.

An attempt has been made to provide a list of films, tapes, slides, records, etc. which are likely to be of instructional use in elementary schools. A list of the recommending sources, the media indexed by subject and title/author, a producer/distributor index, and an index of subject headings are provided. Technical information, distributor, recommending sources, Dewey classification, cost, and a short description of contents are provided for each selection. A nucleus group of 576 titles is indicated which are recommended for early acquisition.

**Source Catalog; Communications.**

1971, 118 pages. Available from Source, P.O. Box 21066, Washington, D.C. 20008 for $1.50.

It is posited in this catalog that for the "Movement" to liberate this country and ourselves, it is necessary to share information about the resources, projects, skills, and dreams of the "Movement." Therefore, the catalog is designed to put people in touch with projects and resources and to encourage the building of creative working relationships among people. Sources of such information include groups, projects, books, and films; these sources are listed for each of eleven areas: mass media, art, music, theater, film, television, periodicals, printing-publishing, language, libraries, and community communications. A brief description of each source is provided along with its address, phone number, etc. The descriptions are interspersed with relevant quotations of people in the field.

**Learning Directory 1970-71.**

Westinghouse Learning Press, New York, New York, 1970, 7,595 pages. Available from Westinghouse Learning Corporation, 100 Park Avenue, New York, New York 10017 for $99.50. NOTE: 1972-73 supplement is available for $24.50.

Over 200,000 distinct items of instructional material are indexed in this seven volume annual directory. They are presented in 600,000 entries under more than 225,000 different topics. Information in the directory is divided into two sections: the instructional materials index and the source index. The instructional materials index is organized alphabetically by the topic of the item and includes information about the audience level, the medium, the price, the source, the title, and the catalog in which the item is described. Materials which might be looked up under several topics are given complete entries under each, eliminating cross-references. The source index provides names, addresses, and telephone numbers for each publisher, producer, or exclusive distributor whose offerings are included in the instructional materials index. Also provided are the full title of each catalog referenced in the instructional materials index and a summary of its contents. Information request cards are bound into each volume to aid in contacting sources for information, catalogs, or samples. The organization of the directory allows the user to create a multi-media package, develop an entire curriculum collection, organize a collection in depth, or assemble a collection for contrast and comparison. Note: The eighth volume, 1972-73 Supplement, covers materials most recently published.

**Films In Children's Programs. A Bibliography Prepared by the Film Committee of the Children's and Young People's Services Section of the Wisconsin Library Association. EM 011 160.**

Wisconsin Library Association, Madison, 1972, 39 pages. EDRS price microfiche 65c, hardcopy not available. Also available from the Wisconsin Library Association, 201 West Mifflin Street, Madison, Wisconsin 53703 for $2.

Children's librarians are increasingly aware of the value of films in programing: films are attractive to children, they illuminate the familiar and suggest new areas of interest to explore, and they can provide background and open new vistas for the culturally disadvantaged child. This third edition of the listing presents selections for use in programs with children from grades three through six, with information on running time, producer, distributor, price, whether it's black-and-white or color, and the content. A bibliography of aids for library use, a list of sources for the selection of films, and a directory of distributors for purchase and rental are included.

**The Guide to Simulations/Games for Education and Training. Second Edition.**

David W. Zuckerman and Robert E. Horn, 1973, 501 pages. Available from Information Resources, Inc., P.O. Box 417, Lexington, Massachusetts 02173 for $17.

This guide gives complete information on 613 games and simulation games. In addition, there is a supplementary list of 473 more items which are in development, discontinued, or about which more information is needed. The book is edited for the potential game user, rather than the theoretician or creator. Games are organized by subject, including business, domestic politics, ecology, economics, education, general science, geography, health care, history, international relations, language skills, mathematics, practical economics, self development, skill development of various kinds, social studies, sociology, urban/community issues, and special interest. For each game, this information is given: playing data (age level, number of players, playing time, preparation time, prerequisites), materials needed, comments, a summary description (roles, objectives, decisions, purposes), cost, and producer. Several articles about games and simulations are included, as well as an index and information about a forthcoming edition.

## CATALOGS

**National Center for Audio Tapes 1970-72 Catalog.**

1970, 125 pages. Available from the National Center for Audio Tapes, University of Colorado, Stadium Building, Boulder, Colorado 80302 for $4.50.

Over 12,000 audio tapes are listed in this catalog under one of seven headings: arts, education, language and literature, mathematics-science, physical-recreational activities, social studies, and vocational-technical training. Information on each tape includes its Library of Congress subject classification, grade level, series title and description, producer, production date, individual program title, running time, series stock number, Library of Congress number, and individual program title stock number. Any restrictions on the use of the tape are noted. All material listed in the catalog is available on a sales only basis. Sample order blanks are appended.

**National Center for Audio Tapes 1971 Catalog Supplement.**

1971, 46 pages. Available from University of Colorado, National Center for Audio Tapes, Stadium Building, Boulder, Colorado 80302 for $1. NOTE: 1973 Supplement due to be published Fall 1973.

About 600 audio tapes are cataloged in this supplement to the 1970-71 catalog. The catalog is organized in three sections. The subject index, based on the Library of Congress subject area classification scheme, includes these categories: art, education, languages and literature, mathematics, physical education and recreation, science, social science, and vocational-technical. Each category is subdivided into school subjects. The second section, a descriptive listing arranged numerically by stock numbers, includes a one- or two-sentence description of each tape or series of tapes. The listing indicates the grade level where the programs may be used most effectively, and tapes for the primary, intermediate, junior high, senior high, college, and adult levels are covered. Also included are running times and ordering information. The third section lists the tapes and series alphabetically by title.

**1973 Recorded Visual Instruction.**

1973, 184 pages. Available from the University of Nebraska, P.O. Box 80669, Lincoln, Nebraska 68501. Single copies available on request. NOTE: 1974 edition due to be published in November 1973.

Virtually all materials currently offered by Great Plains National Instructional Television Library (GPN) are described in this catalog. Included are more than 100 videotape recordings of courses which may be leased and/or sold to the educational user. In addition, materials on 16mm film, kinescope and ¾-U video cassette are included which may also be leased or purchased. Materials are indexed by subject matter and by grade level and each course is fully described and provided with lesson outlines. Elementary level courses are included in art, drug education, foreign languages, geography, history, journalism, language arts, mathematics, music, science, self expression, and social sciences. For secondary and adult materials, courses are offered in art, business, driver education, drug education, economics, foreign language, government, guidance, history, journalism, language arts, music, science, self-awareness, and sociology. A collection of college-level courses, teacher utilization, and inservice materials are also provided. Complete ordering information is given along with a description of the work of GPN.

**16mm Films Available for Purchase and Rental in the United States.**

1973, 95 pages. Available from the National Film Board of Canada, 16th Floor, 1251 Avenue of the Americas, New York, New York 10020.

This catalog lists and describes films produced by the National Film Board of Canada which are available for purchase and rental in the United States through various commercial distributors. For each film, the following information is given: title, length, color or black-and-white, distributor, purchase cost, and a one-paragraph description. Stills from many films accompany the descriptions. Films are arranged under several broad topics—the arts, people, places, and history, health, science, social science, and sports and recreation, and by subtopic within each of those broad classifications. An alphabetical index with essential information about each film is also provided.

**U.S. Government Films; 1971 Supplement. A Catalog of Motion Pictures and Filmstrips for Rent and Sale by the National Audiovisual Center.**

1972, 140 pages. Available from the General Services Administration, National Archives and Records Service, National Audiovisual Center, Washington, D.C. 20409. Free. NOTE: 1973 catalog due to be published in October 1973.

For each of about 2,000 U.S. government films, the following information is given: length, millimeter, color or black-and-white, sale price, rental price, order number, and producing agency. For some, year of production is also listed. There is a one-sentence description of each film. Films are listed by subject and indexed by title and subject. The subjects are: agriculture, automotive, aviation, biography, business, education and culture, electricity, electronics, health and medical, human relations, machining, marine, national security, philosophy, safety, physical fitness, science, social science, technical, and woodworking. Each of these subjects is divided into topics. Although audience is not specified for most films, most appear appropriate for older students and adults. Rental and purchase information is included. This volume supplements the 1969 directory.

## "HOW-TO'S"/TEXTBOOKS

**Film in the Classroom; Why Use It, How to Use It.**

Ralph J. Amelio, 1971, 181 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $4.50.

Guiding the student to see for himself and extend his senses so that he is aware of his world, of others, and of himself should be a major goal in film study. This book describes a two semester film study course which was designed to accomplish this goal for high school and college students. The first chapter establishes a rationale for film study, and the next two chapters discuss goals, methods, and course evaluation and the ten components of the film program. Each of the ten units is detailed: film and literature, film language, comedy, the adolescent, the documentary, animation, war and violence, art and fantasy, reality and myth in Westerns, style of director and actor. Each unit gives the time necessary to present the unit, the theme, purpose, films (including film annotation, running time, and sources), readings, and instructional methods and student activities. A final chapter discusses what the course developers learned from the program. Appended are criteria for selecting and recommending students, project cards, film evaluation sheets and project materials, student questionnaires, a film glossary, a bibliography of over 350 titles of books and publications, and the names and addresses of major film distributors.

**Make Your Own Animated Movies. Yellow Ball Workshop Film Techniques.**

Yvonne Andersen, Yellow Ball Workshop, Lexington, Massachusetts, 1971, 101 pages. Available from Little, Brown and Company, 34 Beacon Street, Boston, Massachusetts 02106 for $5.95.

At the Yellow Ball Workshop, children and teenagers make animated films using simple art materials and camera equipment. Based on the animation techniques developed at the workshop, complete instructions for constructing backgrounds and characters and for animating the figures are provided. Setting up and using the camera, splicing film, synchronizing sound and picture, and the use of special effects and movie techniques like fading and panning are explained. Scenes from workshop films and photographs of participants illustrate the procedures.

**Teaching Film Animation to Children.**

Yvonne Andersen, Yellow Ball Workshop, Lexington, Massachusetts, 1970, 112 pages. Available from Van Nostrand Reinhold Company, 450 West 33rd Street, New York, New York 10001 for $8.95.

Under the author's direction, students from 5 to 18 years old have been making prize-winning animated films. In this guide intended for any adult who wishes to teach film animation, she describes and illustrates the techniques she has developed in her seven years of experience teaching animation to children in a workshop setting. All essential phases of camera work, synchronized sound recording, and optical sound recording are covered. In addition to price guidelines and evaluations of cameras, projection and editing equipment, films, and tape recorders, there are directions for adapting cameras that lack such features as single-frame release for animation work. Detailed instructions explain the various techniques used in creating characters, scenery, story, and sound. Animation methods such as movable and hinged cutouts, clay, toys, painted film, constructed forms, and pixillation (live actors) are described and illustrated. The approach recommended in the guide is designed to allow direct hands-on experience in which the child himself is involved in all aspects of creation, from the original story idea through the technical process to the final presentation.

**AV Instruction: Technology, Media, and Methods. Fourth Edition.**

James W. Brown and others, 1973, 624 pages. Available from McGraw-Hill Book Company, College and University Division, 1221 Avenue of the Americas, New York, New York 10020 for $12.95.

Part of a multi-media package, this textbook focuses on educational media in relation to the activity of learning–upon the use of ready-made resources and of other materials produced by teachers and students who learn through the production process. The first two chapters offer essential information concerning media themselves and their role in systematically designed instruction. Subsequent chapters discuss theoretical and practical considerations involved in selecting, using, producing, and evaluating educational media such as displays, graphics, transparencies, still pictures, films, audio materials, television, photography, models and demonstrations, multimedia packages, community resources, and games and simulations. With each type, educational objectives are identified. Future trends and current uses of educational media in innovative programs are discussed in the final chapter. Reference sections are included to provide information about operating audiovisual equipment, to provide suggestions for ways to improve physical facilities for learning, and to list sources of equipment, supplies, publications, and various types of teaching materials referred to in the text.

**A Guide for Improving Visualized Instruction.**

Francis M. Dwyer, Pennsylvania State University, University Park, 1972, 138 pages. Available from Learning Services, Box 784, State College, Pennsylvania 16801 for $9.

A critical problem in education is the lack of evidence available to serve as a guide for educators, educational product developers, and media researchers in selecting or designing visual illustrations which will be most effective in facilitating student achievement of specific educational objectives. This book summarizes studies evaluating the effectiveness of different types of visual illustrations presented in slides, television, programed instruction booklets, and textbooks, and the results of studies investigating the relative effectiveness of the different methods. A summary of results section discusses specific conclusions, including that the effectiveness of visualized instruction is primarily dependent upon the type of visualization used, the method by which the visualized instruction is presented, the type of educational

objectives specified, student characteristics, and the technique used to focus student attention on the essential learning cues in the visualized materials. Finally, a model for the empirical validation of visual materials is presented.

**iTV; Promise Into Practice. ED 071 392.**

Bonnie Cherp Gilliom and Anne Zimmer, Ohio State Department of Education, Columbus, Educational Media Center, 1972, 144 pages. EDRS price microfiche 65c, Xerox hardcopy $6.58. Also available from the Educational Media Center, Ohio Department of Education, 518 South Wall Street, Columbus, Ohio 43215 (ATTN: G. R. Bowers).

Starting from the premise that educational problems and solutions must be viewed primarily from the point of view of their effect on the learner rather than on the teacher and administrator, this book emphasizes all the roles that television can perform in targeting upon the needs of the learner. Beginning with a quick summary of the state of the art, the book continues into the theoretical relationships between instructional television (ITV) and the concepts of society, knowledge, and learning. The bulk of the book is devoted to pragmatic discussion about the use of ITV. Programing and studio production techniques and hardware requirements are explained. An evaluation of teaching with television is made and emphasis is placed on the teacher's attitudes, roles and responsibilities in working with ITV. Overall, the book gives consideration to all the persons involved in an ITV situation.

**Guidelines for Instructional Media Services Programs. Revised Edition.**

1970, 90 pages. Available from Pennsylvania Learning Resources Association, P.O. Box 498, Drexel Hill, Pennsylvania 19026 for $2.

The ideal media service program is based upon the concept that services can be rendered most effectively when unified and administered as a single, comprehensive program. Guidelines for such a program are laid down in this book. Suggestions for organizing the program include planning media services, coordinating media with curriculum and staff development, and setting up policies, procedures, standards, and means for evaluation. Instructions are given for conducting all aspects of a district media program, including selecting instructional materials, purchasing equipment, processing and cataloging materials, producing materials locally, and distributing media and servicing equipment. Duties of each staff member are detailed. Facilities and budget for the media program are described. Questionnaires for assessing media needs are provided in an appendix.

**Radio, Television, and Film in the Secondary School.**

Deldee M. Herman and Sharon A. Ratliffe, editors, Michigan Speech Association, 1972, 123 pages. Available from National Textbook Company, 8259 Niles Center Road, Skokie, Illinois 60076 for $2.40.

The team who constructed this curriculum guide believed that a need exists for a flexible outline to be used in an introductory high school course in radio, television, and film. It has been structured to enable teachers to present a meaningful unit or series of units, and includes suggestions for utilizing these media of communication. The guide provides basic information in specific areas, with learning experiences and bibliographies for each so that students can be exposed to the equipment and the many roles of the medium. The specific units presented in the guide include media analysis; history of radio, television and film; equipment; physical plant; materials; radio production; television production; and film production. Appended are a glossary of terms, a discussion of carrier current, a list of radio and television hand signals, information about low power FM radio, provisions from the Code of the National Association of Broadcasters, instructions for preparing a program for airing, program sources, and running times and film lengths.

**Planning and Producing Audiovisual Materials. Second Edition.**

Jerrold E. Kemp, 1968, 251 pages. Available from Chandler Publishing Company, 604 Mission Street, San Francisco, California 94105 for $8.95.

The first few chapters of this book are devoted to an examination of the changing character of audiovisual materials; instructional design and the selection of media to serve specific objectives; and principles of perception, communication, and learning. Relevant research findings in the field are reviewed. The basic techniques of planning audiovisual materials using photography, graphics, and tape recording are demonstrated in a step-by-step method. Using the basic techniques of these media the book discusses preparing a photograph series, slide series, filmstrips, recordings, overhead transparencies, motion pictures, and television programs. Review questions and suggested activities are provided to supplement the instructions given in each chapter. A list of 8mm films correlated with the topics of this book; a list of books, films, and periodicals; a list of sources for equipment and materials; a guide to services available to those preparing audiovisual aids; and a glossary are appended to the book.

**Exploring the Film.**

William Kuhns and Robert Stanley, 1971, 190 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $3.20. NOTE: See next two entries.

The purpose of film study is defined here in the words of D. W. Griffiths: "My goal is above all to make you see." This book is intended to be used as a text in a film study course. It traces the development of films from a scientific curiosity through silent films to modern wide screen productions. A comic strip is used to demonstrate the effect of camera angles on the film's impact. The use of motion and sound are described in relation to their contribution to the film as a whole. A section on characters in films includes a discussion of "non-people characters," such as houses and landscapes. The differences and similarities between stage drama and drama on film are explained. The techniques of fiction films and documentaries are discussed, and the communication value of films is explored. The place of film criticism and relationship between films and television is

covered. A final chapter gives "how-to-do-it" details for a student-made film.

**Visualize; Instructor's Manual.**

David R. Anderson and Gary Wilburn, 1971, 56 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $1.20.

VISUALIZE is a course in visual language that can be used as a part of any course where communication and self-expression are among the goals–in religion, art, photography, filmmaking or social studies classes. This instructor manual gives a step-by-step approach to four two-hour seminars and three out-of-class projects. During the course students put together a presentation made up of their own 35mm slides, and as a final course project, make a film. Each of the four seminars–scheduled at least a week to ten days apart–consists of three parts: presentation, demonstration, and participation. Seven appendixes list films for use in the demonstration section of each seminar, film sources, a bibliography, a glossary of terms, plus procedures for discussing films and for conducting brainstorming sessions. The manual is a part of a kit which includes a student manual and a textbook as well as a student-made film and a set of photographs.

**Visualize; Student Manual.**

David R. Anderson and Gary Wilburn, 1971, 56 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $1.20.

This student manual is part of a kit that is designed to teach the use of visual language as a means of communication and self-expression. It provides space for note-taking and information the student needs to execute the practice projects assigned by the teacher. Three appendices in it offer a glossary of terms, bibliography, and brainstorming procedures.

**A-V Buyer's Guide. A User's Look at the Audio-Visual World. EM 011 278.**

Dugan Laird, National Audio-Visual Association, 1973, 40 pages. EDRS price microfiche 65c, hardcopy not available. Also available from National Audio-Visual Association, Inc., 3150 Spring Street, Fairfax, Virginia 22030 for $2.50. NOTE: ED number for ERIC microfiche not yet available. Write the ERIC Clearinghouse at Stanford University giving the title and EM number (above) and the ED number will be sent to you when available.

To enable a potential user to select the proper medium for his message, buy the appropriate equipment, and take proper care of it, this guide provides an accumulation of questions, answers, and tips on getting the most out of audiovisual buying decisions. Common questions about audiovisual equipment are discussed, along with more detailed presentations on 16 types of audiovisual equipment.

**Doing the Media; A Portfolio and Activities and Resources.**

Kit Laybourne, editor, Center for Understanding Media, New York, 1972, 200 pages. Available from Center for Understanding Media, Inc., 267 West 25th Street, New York, New York 10001 for $5.

Because of the prevalence of media in all people's lives and the cultural and perceptual changes brought about by the media, education must create ways to enable children to master the media's codes and control its impact so that they will be active, intelligent, appreciative, and selective consumers of the total media culture. This portfolio describes the unfolding of a project to develop a series of flexible curriculum designs to serve as models in elementary and secondary schools, to train teachers, and to develop teaching materials. An introduction briefly describes the project and the portfolio, and the next section on teaching media offers guidelines and an integrated media arts curriculum for elementary school. The curriculum outlined in the previous section is further developed into activities in sections on photography, film, video, and other media. Concluding the portfolio is a section about the Center for Understanding Media, the project's developer.

**Practical Guide to Classroom Media.**

Dolores Linton and David Linton, 1971, 118 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $3.50.

The authors introduce their guide with a preface that describes the benefits to be gained by making media a part of the curriculum and suggests some of the problems of attempting such a step. They give workable suggestions for selling the idea of improving media study to colleagues, administrators, and even the community, and they lay the groundwork for the professional use of popular media. They sketch ways of financing the program, of making the most of available equipment, and of involving the entire school in the program. They provide an extensive survey of media usage in the classroom. Concrete plans are offered for integrating tapes, records, radio, still photography, film, and television into the study of English and social science, as well as science, music, art, and community improvement. Each section describes the equipment necessary to implement the program and lists the resources and suppliers of such equipment and materials.

**Cinem tography; A Guide for Film Makers and Film Teachers.**

J. Kris Malkiewicz, 1973, 216 pages. Available from Van Nostrand Reinhold Company, 450 West 33rd Street, New York, New York 10001 for $12.95 in hardcopy and $6.95 in paperback.

Concentrating on the work of the cinematographer–the man behind the camera or in charge of the shooting–this book also touches on techniques of sound recording, cutting, and production logistics. Technical discussions designed to provide the basic principles and techniques of cinematography

are presented about cameras, films and sensitometry, filters and light, lighting, picture quality control, sound recording, cutting and lab work, basics of optical printing, infrared and underwater cinematography, production, and film school organization. A glossary and bibliography are also included.

**Portable Video Tape Recorder. A Guide for Teachers. EM 011 161.**

J. Robert McAdam and Charles J. Vento, National Education Association, Washington, D.C., Educational Technology Division, 1969, 57 pages. EDRS price microfiche 65c, hardcopy not available. Also available from Publication Sales Section, National Education Association, 1201 Sixteenth Street N.W., Washington, D.C. 20036 for $2 as Stock No. 071-02514. NOTE: ED number for ERIC microfiche not yet available. Write the ERIC Clearinghouse at Stanford University giving the title and EM number (above) and the ED number will be sent to you when available.

Portable video tape recorders (PVTR) provide teachers and students with opportunities for less expensive experimentation in using television as a teaching tool. This guide suggests ways of utilizing PVTR, gives examples, describes the operation of the equipment, and reviews differences in the equipment available.

**Techniques for Producing Visual Instructional Media.**

Ed Minor and Harvey R. Frye, 1970, 305 pages. Available from McGraw-Hill Book Company, 330 West 42nd Street, New York, New York 10036 for $7.50.

The information presented in this book should help both amateur and professional to use the most up-to-date materials and equipment available to create and produce modern instructional media. The techniques of illustration which are most valuable in producing instructional materials are covered. Some modern and practical techniques for mounting and preserving materials are illustrated. Lettering and printing techniques are demonstrated, and a number of coloring and shading techniques for use with opaque and transparent materials are shown. The book offers a comprehensive treatment of techniques for producing projection and display transparencies. Also included are suggestions for mounting, binding and filing overhead projection transparencies and slides. Comprehensive references include a glossary, an annotated bibliography and media list, and an address directory of suppliers, manufacturers, and producers. A materials and equipment index is also provided.

**Visual Literacy Yearbook. EM 011 330.**

Montebello Unified School District, California, 1973, 33 pages. EDRS price microfiche 65c, Xerox hardcopy $3.29. NOTE: ED number necessary for ordering not yet available. Write to the ERIC Clearinghouse at Stanford giving the title and EM number (above) and the ED number will be sent to you when available.

This yearbook describes the program undertaken by the Montebello, California Unified School District to assist children's development in the area of language arts by giving them the opportunity to use cameras to record their visual experiences and by then using the resulting pictures, slides and films as the basis of language arts experiences. It explains the logic underlying the program by showing that by so doing children, particularly those who are not yet engaged in learning, begin to discriminate and interpret the visual actions, objects and symbols they encountere in their own environments and thereby acquire an intrinsic, self-oriented motivation to develop the creative language arts competencies needed to comprehend and enjoy these experiences and to communicate them to others. Brief accounts of 17 specific visual learning experiences are included, along with many representative samples of the pictures taken by the students themselves. A short selected bibliography is listed at the conclusion of the report.

**A Guide to the Uses of Closed Circuit Television (CCTV). EM 011 332.**

Frank J. Moore, Fairfax County Schools, Center for Effecting Educational Change, Baileys Crossroads, Virginia, 1970, 31 pages. EDRS price microfiche 65c, Xerox hardcopy $3.29. NOTE: ED number necessary for ordering not yet available. Write to the ERIC Clearinghouse at Stanford giving the title and EM number (above) and the ED number will be sent to you when available.

This manual is prepared for those about to acquire closed circuit television (CCTV) and suggests uses to which CCTV can be put which complement the traditional programming broadcast by educational television. A CCTV system consisting of a video tape recorder, video camera, and a receiver/monitor permits the functions of origination, distribution, storage and retention, and playback/reception and provides the teacher with control over the timing, placement, rate and frequency of presentation of instructional material, thereby enabling him to utilize the full range of media—such as still photographs, maps, films, video tapes, etc.—for various instructional purposes. These include direct teaching, image magnification, mirror uses, learner involvement projects, and individualized or independent study. Various specific projects which can be handled are language instruction, problem solving, orientation, driver training, gaming and simulation, and extracurricular activities. A series of appendixes discusses how to form a television club, build a news show format, select equipment, train personnel, and devise a communication arts center. A short bibliography is also included.

**Guide to Filmmaking. Revised Edition.**

Edward Pincus, 1972, 258 pages. Available from Henry Regenery Company, Publishers, Cowles Book Company, Reilly & Lee Books, 114 West Illinois Street, Chicago, Illinois 60610 for $7.95. NOTE: Original 1969 paperback edition available from Signet Books.

The intent of this book is to give a fairly precise idea of how much it costs to do various types of films and the way to go about making these films. It is a production manual, including all the information the serious filmmaker will need about the technical side of making movies. The emphasis throughout is on 16mm film, but differences that arise from using 8mm film are also discussed. Topics dis-

cussed include film types, the camera, exposure, film raw stock, filming, lighting, the laboratory, problems of color filming, filters, picture editing, preparing for printing, sound, sound recording, synchronous sound, and sound editing.

**Children Are Centers for Understanding Media.**

Susan Rice and Rose Mukerji, editors, Association for Childhood Education International, Washington, D.C., 1973, 89 pages. Available from Association for Childhood Education International, 3615 Wisconsin Avenue N.W., Washington, D.C. 20016 for $3.95.

Because of the importance of television in the lives of our children—they spend more time with it than in school—it makes sense that they should learn to process the vast input from television and become knowing and active about the media. This collection of essays presents ideas by contributors outside of the "painfully vague conclusions of the research about the impact of the media on children." Essays consider such concepts as television as a source of literacy and becoming, a project which allowed children to use film equipment, a partial list of some educational functions of the camera, resources for further study, information about beginning photography, filmmaking without cameras, flipbooks, animation, storyboarding, creative filmmaking for children, sound, a children's film theatre, a primer for video studies, and a selection of media activities employing materials commonly found in schools.

**Filmmaking for Children.**

Arden Rynew, 1971, 59 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402. NOTE: See next entry.

Filmmaking, when used to structure the activities of an art program, can become a tool to enrich the educational environment, to detect and observe all types of physical phenomena, and to extend the limits of observation. Designed to stimulate filmmaking in the elementary school, this handbook documents an approach to adding filmmaking to a present art program. The first part offers a rationale and considers such practical problems as organization, choosing equipment, and approaches to a program in relation to equipment. The second part, on implementing a film program, contains chapters devoted to specific tasks in filmmaking: production schedule, organizing the class, selecting the writers, selecting the director, camera work, sound, lighting, graphics, costumes, scenery, special effects, and selecting the actors. (In this section references are made to a "Motion Picture Production Handbook" which comprises the appendix to this book, but which is also a separate document.) Additional filmmaking information is provided in the third part, covering editing and splicing, animation, related art projects, and more technical aspects of light and color.

**Motion Picture Production Handbook.**

Arden Rynew, 1971, 58 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402.

Designed to be distributed to each child in the filmmaking course for elementary school children outlined in "Filmmaking for Children," this handbook contains most of the information needed for them to start making films. Each of the ten chapters supplies specific working rules and information for a particular filmmaking specialty, and each is provided with examples, samples, or illustrations. Specialties which are covered include the writer, director, cameraman, sound crew, lighting crew, graphics committee, costume committee, set designers, special effects committee, and actors. The way each specialty interacts with the others is described, and technical details and practical advice are also provided. A glossary of camera and film terms is appended.

**The Media Works.**

Joan Valdes and Jeanne Crow, 1973, 282 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $4.95. NOTE: See next two entries.

This student text and activity book provides information on and suggests ways to examine seven of the mass media: movies, television, advertising, magazines, comics, radio, and newspapers. Much of the learning takes place by actual examination of actual products to learn characteristics common to them. The first section investigates the process of producing some of these movies, radio shows, magazines, etc. The section discusses the images of people and society beamed through the media and asks students to compare these images with their own picture of reality. A typical part of this section examines best sellers from the 1920's through the 1960's to see what themes dominated popular fiction in each decade. These themes are related to political and social events of the decade. The third section has two topics: alternative views of society which come from the underground media and an explanation of how media like films and photography work. The text appears suitable for the secondary grades.

**Logbook: Working with the Media Works.**

Joan Valdes and Jeanne Crow, 1973, 119 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $2.70.

This student workbook for "The Media Works" contains ready-made forms, or worksheets, which refer to activities assigned in the text. The logbook also contains pages for open-ended activities which are not tied to the text. Examples of the activities include finding a definition of "media" by comparing people's definition of the term, examining promotion material for concerts and movies, and designing a paper doll which communicates a particular image.

**Teacher's Resources for The Media Works.**

Joan Valdes and Jeanne Crow, 1973, 23 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $1.20.

This teacher's guide for "The Media Works" provides bibliographies of books and periodicals which cover the general field of media and popular culture, an annotated bibliography

of short and feature films likely to be useful accompaniments to the curriculum, and suggestions on how to obtain photographic equipment and movie and video equipment. Also provided is an introduction to media study. The authors reject the practice of using films and songs to make traditional English instruction more palatable. Instead, they believe that media must be taught as a subject in its own right, so that students can examine critically the images and myths presented by the media.

**Educational Media and You.**

Cecil E. Wilkinson, 1971, 194 pages. Available from Educational Materials and Services Limited, 115 Nugget Avenue, Agincourt, Ontario, Canada; General Learning Corporation, Morristown, New Jersey.

Guidance in the values and uses of media for educators and students at all educational levels is presented in this resource guide. Over fifty educational media are discussed such as photographs, study prints, slides, filmstrips, stereoscopic views, microforms, recordings, motion pictures, television, and facsimiles of reality. Attention is also given to language instruction and the stimulation of learning on the part of the emotionally disturbed, the hard-of-hearing, and those with speech difficulties. The administration of media resources is also discussed.

**Visual Literacy: A Way to Learn—A Way to Teach.**

Roger B. Fransecky and John L. Debes, 1972, 33 pages. Available from AECT Publications, Dept. VLC, 1201 16th Street, N.W., Washington, D.C. 20036 for $3.

An illustrated introductory primer is designed to familiarize educators with the concept of visual literacy and classroom practices which help teach it. Visual literacy is defined, its objectives are explained, and the use of pictures and cameras in literacy programs is explored. Tips for buying cameras for school programs are included. Some visual literacy programs in schools are described briefly. A bibliography and short summary of research findings are presented.

## STATE OF THE ART

**Audio-Visual Technology and Learning. The Educational Technology Reviews Series. Number Six.**

1973, 136 pages. Available from Educational Technology Publications, Inc., 140 Sylvan Avenue, Englewood Cliffs, New Jersey 07632 for $3.95.

Composed of articles selected from recent issues of "Educational Technology" magazine, this volume in the review series focuses on audiovisual technology and learning. Articles in this volume cover such topics as communications media, software design, teacher roles and attitudes, televised instruction, videotape recordings, instructional media, standards, multimedia instruction, remote access educational systems, media selection, cost effectiveness, films and television, and educational and social change.

**Handbook and Catalog for Instructional Media Selection.**

Brian G. Boucher and others, 1973, 187 pages. Available from Educational Technology Publications, 140 Sylvan Avenue, Englewood Cliffs, New Jersey 07632 for $8.95.

As a result of an extensive reevaluation of a systematic approach to media selection made for the United States Navy, this catalog investigates commercially available devices to help media specialists, curriculum designers, and teachers to make informed decisions about educational hardware. The recommended procedure is first to analyze learning objectives, then determine appropriate media types and select the best specific instrument. To facilitate this the first section analyzes learning objectives in terms of the information given to and the behavior expected of the learner, the sense modality (visual, auditory, etc.) of the presentation and learner response, and the nature of feedback and interaction. Next, a media capabilities matrix is developed to provide a framework for gauging the abilities of the various media types to satisfy learning objectives. Then, general types of media are described, followed by a rating of specific devices for specific purposes. This allows educators to match technological solutions to educational problems, to see the constraints on matches, and to use the standardized descriptions to compare makes and models.

**A Bookless Curriculum.**

Roland G. Brown, 1972, 134 pages. Available from Pflaum/Standard, 38 West Fifth Street, Dayton, Ohio 45402 for $3.96.

If a student reaches high school and cannot read, the only route to success may lie in a media-oriented curriculum. In line with this philosophy, this report describes an experimental media-based curriculum developed to capitalize on the students' ability to grasp the visual image in situations where they cannot grasp the written image. The philosophy behind the concept of a bookless curriculum is discussed first, then the objectives of the program and how it has been implemented are outlined. A year's lesson plans, centering around the use of mass media, are detailed. For each lesson plan, a particular film or discussion topic is identified, and the source, length, and a synopsis of each suggested film are provided along with information about rental costs. Discussion questions and suggestions for small-group activity are also provided. Appendixes provide the teacher with student questionnaires, statistical data derived from a pilot project, and 12 production units the teacher may want to use for class involvement and participation.

**Criteria for the Selection and Use of Visuals in Instruction. Volume I, A Handbook. Volume II, A Workbook.**

George L. Gropper and others, 1971, Vol. I–316 pages, Vol. II–186 pages. Available from Educational Technology Publications, 140 Sylvan Avenue, Englewood Cliffs, New Jersey 07632 for $12.95 (Vol. I) and $8.95 (Vol. II).

The material presented here is designed to be used as a training program in the preparation, selection, and use of visual aids in instruction. Some prior training in the application of behavioral principles to the preparation of instructional materials is assumed. The program consists of a handbook and a workbook. All the information in the handbook is presented in an unusual chart form with arrows to direct attention to the interrelated nature of the material. At appropriate intervals in the handbook, the student is directed to complete relevant exercises in the workbook. The material covers the classification of visual aids and instructional situations, the use of criterion visuals, and procedures to follow in selecting and using visuals in instruction. The behavioral objectives for each of these topics is specified. The handbook has a table of contents and an index so that it may be used as a reference source and job aid after completion of the program.

**Films Deliver: Teaching Creatively with Film.**

Anthony Schillaci and John M. Culkin, editors, 1970, 352 pages. Available from Citation Press, 50 West 44th Street, New York, New York 10036 for $5.25.

The fifteen papers in this resource guide are grouped into four sections. Section one contains formulations of the basic rationale for screen education and descriptions of new concepts and approaches to film study. Section two presents a definition of the elements involved in filmmaking and viewing, and it describes several model programs which incorporated films or television into English and social studies courses. In the third section, there are discussions of successful how-to-do-it techniques. For example, some solutions are offered for problems encountered in finding and ordering or renting films, two student filmmaking projects are described (one involving disadvantaged youth), and an experiment which utilized local theaters is outlined. The final section is an extensive annotated appendix containing indexes of feature length and shorter films, a bibliography of books for film study, and two sample teachers guides–one at the elementary school level and one at the secondary level. In addition, a directory of film distributors and lists of useful periodicals and organizations are included.

**The Focal Encyclopedia of Film and Television Techniques.**

Raymond Spottiswoode, editor, and others, 1969, 1100 pages. Available from Communication Arts Books, Hastings House, Publishers, Inc., 10 East 40th Street, New York, New York 10016 for $37.50.

The increasing convergence between film and television has brought about a need for an encyclopedia linking the two media. The volume covered here is devoted to the area of technology, to film and to television individually, and to the interrelationships which have developed between them. A historical framework is also provided, as is a survey of the roles of principal creative technicians. The terminology is manipulated in order to accommodate both British and North American readers. Long articles are devoted to more than a hundred main subjects, and some fifteen hundred shorter entries are supplemented with a synoptic survey embracing the whole field of technology covered by the encyclopedia. The encyclopedia is cross-referenced and includes a comprehensive bibliography. It is illustrated by nearly one thousand line-drawings and indexed in order to give full access to material which would otherwise remain embedded in long articles.

The material in this publication was prepared pursuant to a contract with the National Institute of Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under government sponsorship are encouraged to express freely their judgment in professional and technical matters. Prior to publication, the manuscript was submitted to the Association for Educational Communications and Technology for critical review and determination of professional competence. Points of view or opinions, however, do not necessarily represent the official view or opinions of either the Association for Educational Communications and Technology or the National Institute of Education.

**Educational Media; What Research Says to the Teacher Series. Number 14.**

Gerald M. Torkelson, 1968, 33 pages. Available from National Education Association, 1201 Sixteenth Street, N.W., Washington, D.C. 20036 for 25c.

Designed to acquaint educators with research findings into the scope and uses of educational media and their impact on the teacher's changing role, this booklet discusses the shift in research from the consideration of media in general to the effects of specific media and stresses that in the teaching process the human tutor is indispensable. Teachers must understand the characteristics and functions of the various media before they are able to use them imaginatively as tools for teaching. They may then join their unique forces with those of educational media and explore how media materials may be selected in terms of learning goals and processes. Teachers and researchers should work together to improve the effectiveness of educational media. A bibliography is included.